



TO: Chairman Pringle and Authority Members

**FROM: Mehdi Morshed, Executive Director
Carrie Pourvahidi, Chief Deputy Director**

Date: November 30, 2009

RE: Agenda Item 7 – Program Management Oversight Services

Background

At the November 5, 2009 Authority meeting staff presented the results of the Program Management Oversight Request for Qualifications procurement process, at which time the board authorized the Executive Director to enter into contract negotiations with the highest-ranked firm. Attached for your reference are the November 5th briefing materials related to this item.

Successful negotiations with the highest ranked firm, TY Lin International, were conducted on November 19, 2009. Staff and TY Lin reached a fair and reasonable compensation and scope of work for the remaining six-months of the fiscal year. The term of the contract will begin as early as December 14, 2009 and concludes June 30, 2013, which coincides with the expiration date of the Program Management contract. The overall contract value is not to exceed \$8,000,000.00. The negotiated amount of the contract for the remaining months of the 2009/10 fiscal year is \$1,340,500.00. TY Lin is required to prepare annual work programs and budgets to the Authority in April of each year for review and negotiation with Authority staff.

Scope of Work

The attached Scope of Work is an outline of the work that will be performed in the coming months. In general, the PMO will provide high level services necessary for the performance review of the Program Manager (Parsons Brinckerhoff). The PMO will furnish to the Authority professional and other services relating to the reviewing of PMs products; reviewing compliance with agreed upon budget and schedule objectives, and generally assessing the appropriateness of methods and procedures employed to progress the project. The PMO will act as an extension of Authority staff to provide the performance evaluation and review function for the services and products provided by the PM. The PMO's scope includes but is not limited to, the monitoring of the project to determine if the project is on schedule, within

budget, proceeding in conformance with approved work plans, staffing plans, and other agreements and is being implemented efficiently and effectively, additionally the PMO is encouraged to provide other ideas, suggestions and recommendations that add value to the overall delivery of the California high-speed train system.

Recommendation

The staff recommends that the Authority delegate to the Executive Director the authority enter into contract for the Program Management Oversight work with TY Lin International.